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S E C R E T D E P U T Y A I

INSTRUCTION NO.
LI 25-100-2

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TRAINING
21 August 1956

SUBJECT: Release from Duty of Office of Logistics Personnel for Training
Prior to Overseas Assignment

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It is the policy of this Office to provide a reserve of trained personnel to meet overseas vacancies as they arise. Advance systematic scheduling of Logistics personnel through basic training programs will prevent the sending of partially trained or untrained individuals into responsible assignments.

2. RESPONSIBILITIES

a. It is the responsibility of division and staff chiefs to implement the above stated policy by:

- (1) Assuring that a sufficient number of trained personnel are available to meet known rotation requirements.
- (2) Releasing those personnel from assigned duties who may need basic or supplemental training to prepare for an overseas assignment.

In most cases the Intelligence Orientation Course (formerly BOC), Operations Support Course, and Logistics Support Course constitute the minimum formal training which should be completed prior to overseas assignments. In some cases, however, other more specialized and technical training is also required.

b. It is the responsibility of the Office of Logistics Training Officer to determine training requirements for each Logistics career employee. Not less than ninety days before an individual is selected to leave for an overseas assignment, the Training Officer will review his training record and schedule him for all necessary training which has not previously been completed.

FOR THE DIRECTOR OF LOGISTICS:

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